

FINAL

**THE THIRD TAXING DISTRICT
MARCH 15, 2004
REGULAR MEETING**

ATTENDANCE: David Brown, Chairman; Stephen Feinstein; Paul Coggin

STAFF: George Leary, General Manager; Attorney Larry Dennin

OTHERS: Don Nelson; David Kettler

The Chairman called the meeting to order at 7:05 pm.

PUBLIC COMMENT

Don Nelson (Clean and Green) stated that they have moved into the offices on 215 East Avenue and gave a description of the offices at the same time noting how pleased there are with them. He added that they are planning to have an open house in about a month and invited the commissioners to attend. With regard to events, Mr. Nelson asked the commissioners how they felt about publicizing the fact that they allow them to use this building. Mr. Nelson also noted that they have provided (Mr. Leary) with a bid on the repairs of the porch and the entrance to the cellar; he said they would be happy to oversee any work that needed to be done. Finally, Mr. Nelson thanked the commissioners for the working lights.

Mr. Brown said with regard to the publicity he would be happy to let the newspapers know.

Mr. Coggin added that he too was happy with people recognizing the fact they're (Clean and Green) occupying 215 East Avenue but suggested that they not go overboard with regard to the publicity.

Mr. Feinstein stated that he was in favor of this as it is positive publicity.

There was a brief discussion about signage.

APPROVAL OF THE MINUTES – 2/23/04

**** MR. COGGIN MOVED APPROVAL OF THE MINUTES OF FEBRUARY 23, 2004 AS AMENDED.**

**** MR. BROWN SECONDED.**

The following corrections were made:

Page two – under the review of the district budget it should be noted that Mr. Coggin distributed copies of various financial reports. Same section, third paragraph, strike the word annual and replace with available.

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Page three – in the first motion, first line, replace this with the. In the second motion strike “d” regulation and replace with deregulation.

Page five – under the Vanderbilt Settlement, in the second paragraph place a comma after the word disagreed and strike the next three words (with the idea).

**** MOTION PASSED TWO VOTES IN FAVOR, ONE ABSTENTION (MR. FEINSTEIN).**

GENERAL MANAGER’S REPORT

Mr. Leary referred to his written report specifically to the ISO program that he had just received word that they are accepting projects and have requested a contract in sixty days. He suggested that they move forward on this expeditiously noting that they would need an engineer to put together a bid package.

Mr. Coggin suggested that three quotes be obtained so they are ready to move when the time comes.

There was discussion on this and if a special meeting would be required.

**** MR. BROWN SUSPENDED THE RULES FOR THE PURPOSES OF ALLOWING DAVID KETTLER TO SPEAK ON THE SUBJECT.**

**** MR. COGGIN SECONDED.**

**** MOTION PASSED UNANIMOUSLY.**

Mr. Kettler indicated that he was with a company called Red Rock Power Partners and he was interested in learning about this project.

There was brief discussion on the bid specification.

Mr. Coggin asked if Mr. Kettler would sign a confidentiality agreement as they are still in negotiations at this point.

There was discussion about the other items mentioned in the General Manager’s report and what properties the district owns.

OPERATING REPORTS

Mr. Leary referred to the reports, specifically to the power supply costs in January. There was dialogue on the figures presented in the report.

Discussion ensued on billing, CMEEC accounting and the rate stabilization fund.

CAPITAL IMPROVEMENT FUND AND CAPITAL BALANCE

Mr. Leary stated that during the last meeting it had been requested that a running balance

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be added to the balance sheets; he had now done this.

There was a discussion on the figures.

Mr. Brown requested that all comments be communicated to him by March 29, 2004.

Mr. Feinstein suggested that they hold off on approving the budget until the district budget is approved.

Mr. Coggin requested that footnotes be added to each page.

REVIEW OF DISTRICT BUDGET

Mr. Brown commented that they are back to the drawing board with this and referred to the budget drawn up by Mr. Coggin.

There was a discussion of the figures included in the budget.

Attorney Dennin referred to the firehouse line item noting that Attorney Murphy who had written a letter to the city regarding the lease payments had handled it in the past. He suggested that the Commissioners contact Attorney Murphy.

There was discussion on the rental price of the firehouse and other ways to reduce the budget.

Mr. Feinstein spoke about the concerns of the electors at the meeting.

There was discussion on the cemetery and who takes care of the landscaping.

Discussion ensued on the request made by Ms. Lindstrom.

**** MR. COGGIN MOVED TO APPROVE THE DRAFT BUDGET LINE ITEMS (IN COLUMN E) AS PRESENTED WITH THE FOLLOWING CHANGES:**

FIREHOUSE RENTAL INCOME	\$6,600
DISTRICT NEWSLETTER	\$4,000
MAINTENANCE OF PARKS	\$20,000
FIREHOUSE GENERAL EXPENSES	\$10,000
EAST NORWALK IMPROVEMENT	
ASSOCIATION LIBRARY	\$118,000

THE SUB TOTALS AND TOTALS WILL BE UPDATED TO REFLECT THE NEW LINE ITEM FIGURES.

**** MR. BROWN SECONDED.**

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**** MOTION PASSED UNANIMOUSLY.
SPECIAL DISTRICT MEETING DATE, LOCATION AND AGENDA**

Mr. Brown stated that they would need a special meeting to approve the budget.

Attorney Dennin gave two suggestions on how this could be done according to the charter.

**** MR. COGGIN MOVED TO CALL A SPECIAL MEETING OF THE
ELECTORS ON APRIL 14, 2004 (LOCATION TO BE DECIDED) WITH
THREE ITEMS:**

- 1. TO DISCUSS AND APPROVE THE DISTRICT BUDGET FOR THE
FISCAL YEAR JULY 1, 2004 TO JUNE 30, 2005.**
- 2. AUTHORIZE TO TRANSFER FUNDS FROM THE ELECTRICAL
DEPARTMENT TO THE DISTRICT ACCOUNT TO COVER BUDGET
REQUIREMENTS FOR THE FISCAL YEAR JULY 1, 2004 THROUGH
JUNE 30, 2005.**
- 3. ADJOURNMENT.**

**** MR. FEINSTEIN SECONDED.**

**** MOTION PASSED UNANIMOUSLY.**

FIRE HOUSE LEASE

This item was discussed during item six.

**APPROVAL OF AUDITS FOR YEARS ENDED
JUNE 2001 AND JUNE 2002**

**** MR. COGGIN MOVED TO TABLE THE ITEM TO THE NEXT REGULAR
MEETING.**

**** MR. BROWN SECONDED.**

**** MOTION PASSED UNANIMOUSLY.**

RATE STABILIZATION FUND BALANCE

Mr. Leary stated that they were unable to act on it at this point.

TTD ELECTRIC DEPARTMENT JOB DESCRIPTIONS

Mr. Leary stated that they have been looking at all of the job descriptions and distributed one that included proposed changes. He asked for any comments to be communicated to him by March 29, 2004.

There was discussion on all of the job descriptions and how they could be updated.

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GENERAL MANAGER'S REVIEW

Mr. Brown suggested setting a firm date for this to be reviewed.

Mr. Leary suggested that at they also discuss goals/targets to be set for the following year.

Mr. Brown requested that they have review papers complete by March 29, 2004.

ADJOURNMENT

**** MR. FEINSTEIN MOVED TO ADJOURN.**

**** MR. COGGIN SECONDED.**

**** MOTION PASSED UNANIMOUSLY.**

The meeting was adjourned at 9:50 pm.

Respectfully submitted,

Kate Kye
Telesco Secretarial Services